Government of
Saskatchewan

Annual Report
1987-88

Saskatchewan
Human Resources, Labour and Employment

Published by Authority of
The Honourable Grant Schmidt
Minister of Human Resources, Labour
and Employment

Letters of Transmittal

The Honourable Sylvia Fedoruk
Lieutenant Governor
Province of Saskatchewan

May it Please Your Honour

I respectfully submit the Annual Report of the Department of Human Resources, Labour and Employment for the fiscal year ending March 31, 1988.

Grant Schmidt
Minister of Human Resources
Labour and Employment

The Honourable Grant Schmidt
Minister of Human Resources,
Labour and Employment

Dear Sir

I have the honour of submitting the Annual Report of the Department of Human Resources, Labour and Employment for the year ending March 31, 1988.

Respectfully submitted,

Gerry Meier
Deputy Minister

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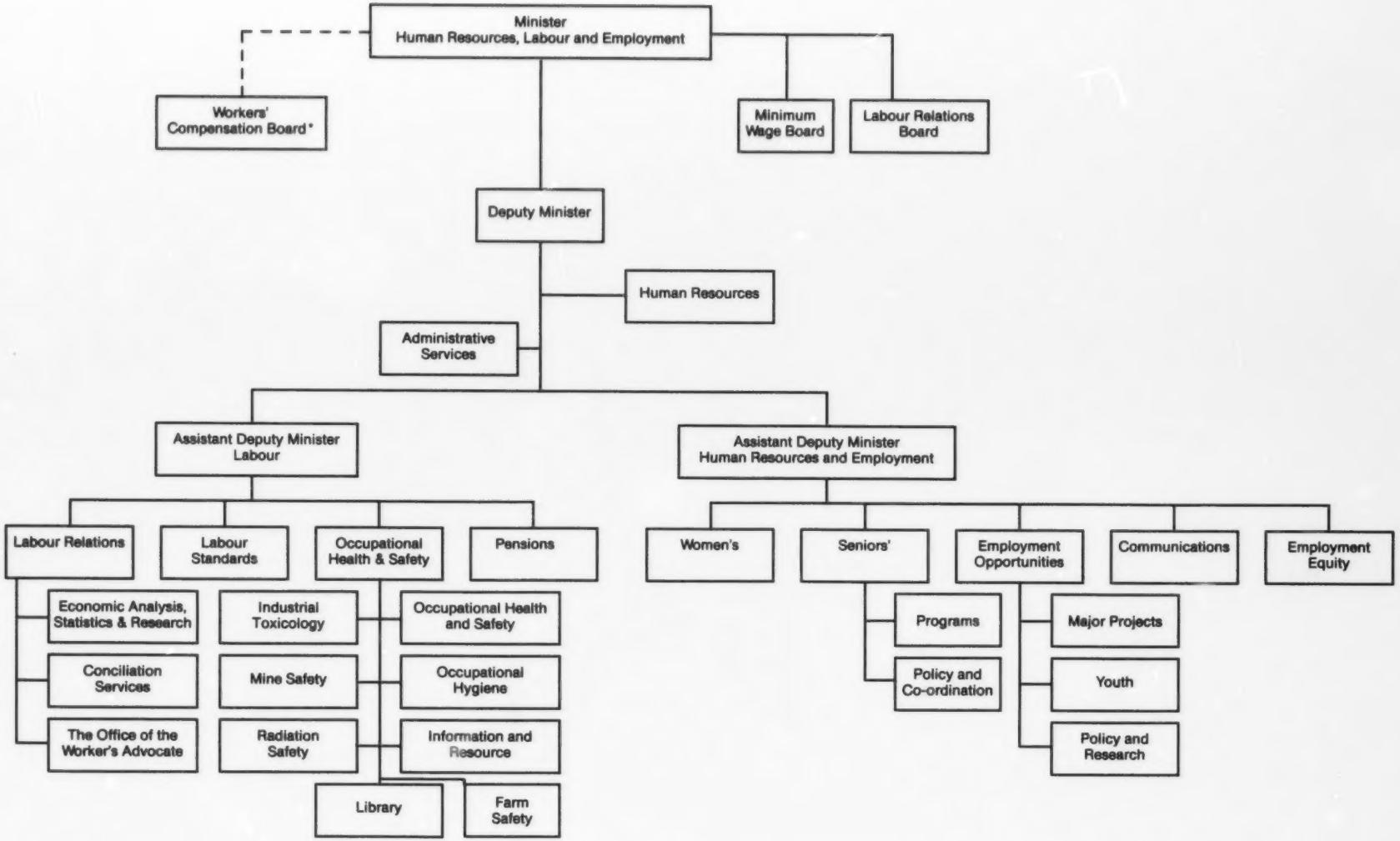
March 31, 1988



* Reports to the Legislature through
the Minister of Human Resources, Labour and Employment

Summary of Saskatchewan Department of Human Resources, Labour and Employment Activities

The following is a brief summary of department activities in 1987/88:

Employment Opportunities Branch

Formed in June, 1987, the Employment Opportunities Branch has a mandate to enhance employment opportunities for Saskatchewan people. In 1987-88, branch personnel worked with representatives from other departments and agencies to ensure that major projects in Saskatchewan included provisions for the hiring of Saskatchewan and target group people. Career information related to labour market trends was prepared for Saskatchewan young people. The branch also funded 3,384 summer jobs for students under the Opportunities '87 program.

Labour Relations Branch

Labour relations officers provided conciliation services in 35 cases, involving a total of 4,288 employees and 32 employers. Labour relations officers also acted as mediators in 16 grievance disputes, helping to achieve a resolution of 12 grievances. The Office of the Worker's Advocate addressed 234 new claims and re-opened 107 files during the fiscal year 1987-88. The branch issued several publications during the 1987-88 fiscal year, including the Saskatchewan Labour Report, the Saskatchewan Labour Market Report and Non-wage Provisions in Saskatchewan Collective Agreements, 1987.

Labour Relations Board

The Labour Relations Board administers *The Trade Union Act*. During 1987-88, 61 certification orders covering 792 employees were issued by the board and 15 certification orders affecting 438 employers were rescinded.

Labour Standards Branch

During the year under review, the Labour Standards Branch received 3,120 complaints and collected $1.656 million on behalf of employees. The Branch filed 190 certificates in the Court of Queen's Bench, commenced seven prosecutions and held 20 third party hearings to enforce *The Labour Standards Act.*

Occupational Health and Safety Branch

The branch is responsible for three principle activities:

- Enforcement of the *Occupational Health and Safety Act*
- Enforcement of the *Radiation Health and Safety Act*
- Public education and information.

As part of the enforcement program, notices of contravention were issued requiring 3,141 unsafe matters to be corrected, seven prosecutions were initiated, 299 workplace hygiene surveys were undertaken and 1,094 samples were processed in the laboratory.

A quality assurance program for medical x-ray equipment was introduced and 256 radiation emitting installations were inspected.

Fifty-one training courses were held for 774 employers and workers. The Department library contains over 6,000 items, including films, videocassettes, books and magazines which are available to employers, workers, professionals and the general public.

Pension Benefits Branch

During the year under review, the Branch continued to administer the provisions of *The Pension Benefits Act,* provide information to pension plan members and participate in the Canadian Association of Pension Supervisory Authorities' work on pension issues.

Senior's Bureau

The Senior Citizens' Heritage Program provided 71,892 grants during the 1987-88 fiscal year for an average benefit of $524.

A monthly average of 25,459 cheques were authorized under the Saskatchewan Income Plan for a total expenditure of $3,175,482 for the period January 1, 1988 to March 31, 1988.

Grants for Senior Citizens' Services totalled $1,031,363 for the 1987-88 fiscal year.

Women's Directorate

The Women's Directorate worked to integrate women's concerns into government planning and policy development. During 1987-88, the Directorate was involved in a number of joint projects with other departments and organizations, participated on interdepartmental committees, distributed a number of publications, and provided the government with ongoing research and analysis.

Employment Equity

Having assumed responsibility for the coordination of public service employment equity initiatives in May 1987, the branch presented the government's newly approved employment equity plan at a public hearing in November 1987. Other initiatives during the year included commencing a joint union/management process to develop a plan which would apply to union positions, commencing a study of the physical accessibility of government buildings, developing an employment equity workshop and Career Counselling Directory, and conducting a number of research projects.

Administrative Services Branch

The Administrative Services Branch is responsible for the procurement of equipment and supplies, space and furniture requirements; co-ordination of the informatics policy; provision of mail services; and all financially-related services.

Human Resources Unit

The Human Resources Unit provides comprehensive personnel services for the employees of the department.

The services provided include administering contractual agreements; benefit packages; and personnel systems, policies and procedures.

In addition, the unit is responsible for co-ordinating training and development initiatives and staffing and classification actions, as well as providing consultative services in the areas of counselling and reorganization. It also manages employee records, attendance and pay related items.

Communications Branch

The Communications Branch is responsible for quality control of all print, display and audio-visual materials used for public and departmental information and promotional programs. It also provides specialized advice and assistance to all branches.

Labour Standards Branch

The Labour Standards Branch enforces and promotes provincial minimum employment standards established under *The Labour Standards Act*. Officers of the branch investigate complaints laid by employees and attempt to collect any wages found owing from employers.

The branch informs employers and employees of their statutory obligations and rights through responding to telephone inquiries and circulating informational pamphlets. Officers also address educational and training institutions, community groups and other associations to explain the legislation and promote adherence.

New Legislation

During the period under review, no legislation was enacted.

Regulations

There were no regulatory amendments in the period under review.

Application

The Labour Standards Act applies to all employees working in the province, with the following exceptions: agricultural workers, persons employed in undertakings employing only members of the employer's family and all employees under federal jurisdiction. The federal jurisdiction includes all persons employed in broadcasting, air transport, banking, grain elevators, feed mills, uranium mining, and all inter-provincial and international transport and communication systems.

Domestic workers and employees in sheltered workshops are entitled to limited protection under the Act.

General Provisions

Hours of Work

Employees are entitled to overtime pay at the rate of time and one-half after eight hours in a day and forty hours in a week.

Overtime is voluntary after 44 hours in a week, except in emergency circumstances.

Managers, professional practitioners and road construction workers are just some of the groups excluded from these provisions.

Minimum Wage

The minimum wage is $4.50 per hour.

Employees are entitled to a minimum payment of $13.50 on each occasion they report for duty.

Annual Holidays

Employees with one year of service are entitled to three weeks' annual holidays and three fifty-seconds (3/52nds) of gross earnings as annual holiday pay.

Employees are entitled to four weeks' vacation and four fifty-seconds (4/52nds) of gross earnings as annual holiday pay after 10 years' service.

Public Holidays

Legislated public holidays in Saskatchewan include New Years Day, Good Friday, Victoria Day, Canada Day, Saskatchewan Day (first Monday in August), Labour Day, Thanksgiving Day, Remembrance Day and Christmas Day. Employees are entitled to their regular wages for these holidays.

Employees who work on public holidays must be paid time and one half for hours worked, in addition to their regular wages.

Payment of Wages

Employers must pay wages within six days following the end of the pay period and 14 days following an employee's termination.

Notice of Termination

Employers must provide one to eight weeks written notice of termination to an employee, depending on the employee's length of service.

Maternity and Other Leaves

Employees with 12 months of continuous employment are entitled to unpaid maternity leave of up to 18 weeks, or unpaid adoption or paternity leave of up to six weeks.

Employees with three months of continuous service are entitled to five days unpaid bereavement leave.

Equal Pay

Male and female employees who work in the same establishment are entitled to equal rates of pay for performing work requiring similar skill, effort and responsibility.

Labour Standards Branch Activity Summary

	1987-88	1986-87	1985-86	1984-85	1983-84
Complaints Received	3,120	3,047	2,680	2,400	2,300
Monies Collected for Employees ($ thousands)	1,656	1,631	1,668	1,236	850
Third Party Demands Issued	271	307	175	252	168
Certificates Filed	190	204	170	192	131
Prosecutions Commenced	7	20	42	44	55

Percentage of Complaints by Section of The Labour Standards Act 1987-88

Unpaid Wages	26%
Overtime	6%
Pay in lieu of Notice	14%
Public Holiday Pay	5%
Annual Holiday Pay	26%
Complaints Unjustified	18%
Bankruptcy	2%
Maternity Leave	1%
Equal Pay	1%
Routine Inspections	1%
	100%

Percentage of Complaints by Sector 1987-1988

Area of Complaint	
Restaurant	21%
Construction	20%
Service	52%
Professional	1%
Distributing	0%
Other	6%
	100%

Labour Relations Branch

During the year, the Policy Planning and Research Branch and the Office of the Worker's Advocate were amalgamated with the Labour Relations Branch. The components of the Labour Relations Branch are now as follows:

1. Economic Analysis, Statistics and Research
2. Conciliation Services
3. Office of the Worker's Advocate

The branch:

- Functions as the statistics bureau and information unit of the department.
- Conducts research studies to assist in the establishment of the department's position on a variety of topics.
- Monitors, evaluates and reports on the operation of the collective bargaining process.
- Collects, organizes and analyzes information on characteristics of the Saskatchewan labour market.
- Provides conciliation and grievance mediation services.
- Provides advice and assistance to injured workers.

Economic Analysis, Statistics and Research

The unit undertakes a broadly-based program of labour research. Information on Saskatchewan's labour market and working conditions is collected, analyzed and published. Research support services are provided to other branches of the department. A variety of functions are co-ordinated for the department.

A collective bargaining data bank is maintained. This data is analyzed, compiled and distributed to other government agencies and to the public, and is used for planning purposes within the department. A library of Saskatchewan collective agreements is maintained for use by the public. Statistical reports on such topics as labour union membership and work stoppages are produced.

Collective Agreements

Information on a variety of collective bargaining subjects is constantly requested, and computer programs have been designed to permit analysis of the numerous agreement provisions. During the year, information was generated relating to particular occupational wage rates, pay package rates and fringe benefits.

The study of *Non-wage Provisions in Saskatchewan Collective Agreements,* published annually, provides an examination of non-wage provisions in provincial collective agreements. A sample of 153 agreements covering 22,962 employees was analyzed in the 1987 study.

Labour Market During 1987

During the calendar year 1987, Saskatchewan had the second lowest unemployment rate in Canada at 7.3 per cent. The unemployment rate for Canada was 8.9 per cent. Since 1986, Saskatchewan's labour force remained unchanged at 495,000, employment increased by 1,000 on average, and the average level of unemployment fell by 2,000.

Work Stoppages During 1987

During the calendar year 1987, there was a total of seven work stoppages in Saskatchewan. The work stoppages involved 4,502 employees and resulted in lost time of 26,317 worker-days.

Table 1 shows the number of work stoppages that have occurred in Saskatchewan since 1983, according to number of workers involved and worker-days lost.

Table 1

Work Stoppages,*
Number of Workers Involved and Worker-days Lost, 1983 to 1987

Year	Number of work stoppages	Number of workers involved	Number of worker-days lost	Number of worker-days lost per non-agricultural paid worker
1983	10	1,239	28,000	0.09
1984	11	1,366	12,231	0.04
1985	25	5,119	56,659	0.17
1986	15	8,307	131,249	0.39
1987	7	4,502	26,317	0.08

* Does not include work stoppages under federal jurisdiction.
Source: Saskatchewan Human Resources, Labour and Employment files and Statistics Canada, Labour Force, 71-001.

Branch Publications

Saskatchewan Labour Report: Published monthly, it provides an overview of conditions of work in the province as well as information on specific labour-related programs. Written decisions of the Saskatchewan Labour Relations Board are included.

Saskatchewan Labour Market Report: Published monthly, it provides timely data about the labour force in Saskatchewan.

Wages and Working Conditions by Occupation.

Non-wage Provisions in Saskatchewan Collective Agreements (annual).

Conciliation Services

Labour Relations Officers provide a voluntary conciliation service to assist employers and unions in resolving disputes arising out of the collective bargaining process, with a view to minimizing conflict and work disruption.

This service is offered to labour and management upon the request of either or both parties involved in a labour dispute.

Disputes may arise during negotiations for first collective agreements or during the renewal of existing collective agreements. In disputes resulting in a work stoppage, where conciliation has not been requested, the office may approach the parties with a view to resolving the problem.

Conciliation Proceedings During 1987-88

Labour Relations Officers were called upon to provide conciliation services in 35 cases during the fiscal year 1987-88, involving a total of 4,288 employees and 32 employers. Thirteen conciliation cases were pending settlement on March 31, 1988.

Grievance Mediation Services During 1987-88

Labour Relations Officers acted as mediators in 16 grievance disputes during the fiscal year, helping to achieve a resolution of 12 grievances.

Table 2

Conciliation Summary, by Industry, 1987-88

Industry	Disputes	Workers involved	Employers involved
All industries	35	4,288	32
Finance	2	229	2
Manufacturing	7	320	6
Mining	1	130	1
Primary	1	45	1
Public administration	12	1,554	11
Service	4	139	4
Trade	8	1,871	7

Source: Saskatchewan Human Resources, Labour and Employment, Labour Relations Branch files.

The Office of the Worker's Advocate

The Office of the Worker's Advocate provides assistance and advice to injured workers and their dependants, who have difficult claims before the Saskatchewan Workers' Compensation Board. The advocates are employees of the Department of Human Resources, Labour and Employment and are completely independent of the Workers' Compensation Board. They have access to all board files, records and other information relating to the claim under investigation.

Assisting Workers

The number of claimants assisted by the Office of the Worker's Advocate since its establishment in 1973 has increased. Many claimants are referred to the advocates by word of mouth. Others are referred by legal assistance clinics, private law firms, doctors, the Provincial Ombudsman, the Workers' Compensation Board and unions. A number of claims are brought to the advocates' attention by Members of the Legislative Assembly.

Upon receiving a request for assistance, the advocate conducts an investigation and advises the worker or dependent of the possible course of action to be taken. The advocate may appeal a claim on an injured worker's behalf and provide representation at meetings between the claimant and the various levels of the Workers' Compensation Board. The advocates may decline to provide assistance if it is apparent there are no grounds to appeal the decision of the Board.

Public Relations and Education

The Office of the Worker's Advocate responds to requests for speaking engagements and conducts educational programs. Emphasis is placed on education and public relations in an effort to assist workers, their dependants or their union representative in filing or appealing claims.

Claims

Files in the Office of the Worker's Advocate are opened under the name of the injured worker. Once a file has been closed, it may be re-opened if new information is presented which provides grounds to appeal a previous decision of the Workers' Compensation Board. As well, the advocates may re-open a file if a new problem arises on a previous claim or if approached concerning a new claim.

During the fiscal year 1987-88, 234 new claims were addressed and 107 closed files were re-opened.

A summary of the claims handled by the Office of the Worker's Advocate during the period under review is shown in the tables immediately following. Table 3 provides information regarding the number of claims processed while Table 4 shows the disposition of claims processed.

Table 3

Claims Processed by the Office of the Worker's Advocate, 1987-88

Claims	Number
Total claims	625
New claims	234
Claims carried over from 1986-87 fiscal year	284
Files re-opened	107
Claims closed	375
Claims remaining open as of March 31, 1988	250

Source: Saskatchewan Human Resources, Labour and Employment, Labour Relations Branch files.

Table 4

Claims Processed by the Office of the Worker's Advocate, by Disposition, 1987-88

Disposition	Number
Information provided (inquiry)	363
Appeal to a medical review panel	6
Representation at permanent functional impairment meetings (responsible for awarding lump sum settlements)	2
Appeal to the Earnings Replacement Committee	29
Appeal to Appeals Committee	88
Appeal to claims officer	96
Appeal to Workers' Compensation Board members	118
Appeal to rehabilitation department	27

Source: Saskatchewan Human Resources, Labour and Employment, Labour Relations Branch files.

Occupational Health and Safety Branch

The Occupational Health and Safety Branch administers legislation governing:

- health and safety in the workplace
- radiation safety

Worker Protection

The branch achieves its mandate through:

- inspection of workplaces by the Occupational Health and Safety Unit, Mine Safety Unit and Occupational Hygiene Unit;
- the provision of advice and information through the Toxicology, Radiation Safety, Information and Resource and inspection units;
- and the dissemination of information through bulletins, courses on occupational health and safety and support of occupational health committees.

Occupational Health and Safety Unit

The Occupational Health and Safety Unit is responsible for promoting health and safety in the workplace by assisting occupational health committees, employers, workers, and self-employed persons to maintain good occupational health and safety programs. The unit also conducts inspections to ensure compliance with *The Occupational Health and Safety Act* and associated regulations.

Inspections

During the year, occupational health officers, often accompanied by occupational health committee members, conducted 1,989 inspections and visits. A total of 594 notices of contravention were issued, ordering the correction of 1,311 contraventions of the Act and regulations. Inspections were initiated on the basis of the accident and compliance record of the employer and the risk associated with the occupation or industry. Employers experiencing a high frequency of accidents were encouraged to implement a health and safety program.

Occupational Health Committees

Occupational health officers continued to assist workers and employers to improve and strengthen the functioning of their occupational health committees. During the year, committee minutes were received and regularly reviewed by officers.

Investigations

Investigations were conducted into 49 accidents, including 7 which involved loss of life. Special investigations were also conducted in response to complaints from workers, families and other interested persons.

Mine Safety Unit

The Mine Safety Unit ensures that mining operations in Saskatchewan are conducted in accordance with *The Occupational Health and Safety Act*, Mines Regulations and other associated regulations; promotes occupational health committees; and advises workers and employers on healthy and safe working procedures.

Inspections

Compliance with the legislation is assured by inspections. Inspectors wrote reports containing 1,801 contraventions and recorded 827 minor contraventions during the year. Comparable figures for 1986-87 were 1,426 contraventions and 232 minor contraventions. Inspectors also investigated serious accidents and dangerous occurrences; inspected hoisting systems, mine shafts and water inflow areas; carried out radiation, ventilation, noise and dust surveys; and issued approvals for mining equipment and operations.

Mine Rescue

The unit took an active part in the training of mine rescue personnel. Sixteen sessions were held for mine rescue instructors, co-ordinators, managers and rescue personnel. Thirteen in-plant inspections were made of mine rescue training procedures, rescue equipment and facilities for training. One two-day training session, with 35 rescue instructors, was also provided. Mine rescue examinations were held, and 40 mine rescue and 5 instructor certificates were issued. A total of 61 supervisors were examined for competency in an emergency, and issued certificates.

Five mine rescue operations, in addition to the Provincial Mine Rescue Competition sponsored by the Saskatchewan Mining Association, were judged by inspectors of the unit. The provincial competition was won by Potash Corporation of Saskatchewan Mining Limited, Allan Division; the runner-up was Cominco Chemicals and Fertilizers. The First Aid Competition was won by Key Lake Mining Corporation.

Courses - Certification Programs

Unit inspectors conducted examinations and issued 140 Blasting Certificates. In addition, 6 courses on Safe Handling of Explosives were conducted for 87 people. Examinations were also held for hoisting certificates; 10 were awarded.

The Mines Regulations require that workers in underground and open pit operations be supervised by supervisors possessing specified qualifications, including a certificate indicating satisfactory knowledge of the laws pertaining to health and safety. Following examinations, 73 certificates were issued.

Accidents

During the year under review, three mine workers were killed, compared to one fatality in the previous fiscal year. The accident frequency for all mines based on lost time injuries per million hours worked was 24 for 1987, compared to 25 for 1986, calendar years.

Occupational Hygiene Unit

The Occupational Hygiene Unit is concerned with the identification and control of health hazards in the workplace. It collects scientific data on the workplace environment, allowing decisions to be made regarding corrective measures necessary to prevent ill health. Requirements for engineering control measures are imposed where appropriate.

The unit made 299 examinations of workplaces to evaluate risks to health, mainly in response to concerns raised by employers and employees. The most prevalent concerns were related to asbestos control and the qualify of air in office spaces. A total of 180 recommendations were made to improve conditions at work. In addition, there were 30 violations of regulations for which Notices of Contravention were issued. The unit also assists industry by providing information on control measures for work processes. It responded to 88 requests for such information.

Attention is being given to problems that might result from exposure to bioaerosols. These can occur in many environments and arise from such diverse sources as dirty humidifiers and feed stock in animal husbandry. An examination of airborne dust samples from hog barns showed bioaerosols to be a potential source of respiratory illness.

Laboratory

The laboratory provides analytical services necessary to support branch programs and is responsible for the maintenance and calibration of field equipment. During the fiscal year, a total of 1,094 samples of workplace contamination and commercial products were examined to evaluate dangers in the workplace. Training was given to technicians from two companies in the identification of asbestos in insulating material.

Industrial Toxicology Unit

The Industrial Toxicology Unit provides toxicology/medical support to other units in the branch. It also provides advisory services on occupational health matters to occupational health committees, employers, workers, practising physicians, and provincial government agencies. The unit responds to inquiries concerning the toxicological properties of industrial materials, the hazards associated with industrial processes and disease in the workplace. During the year, advisory services were provided in response to 242 enquiries. Medical evaluation and advice in occupational matters is provided by the Chief Occupational Medical Officer.

During the year under review, 18 places of employment were investigated for working conditions which might have resulted in the occurrence of occupationally-related illnesses. Most of these were brought to the unit's attention through notifications by physicians. A total of 45 notifications were received during the year. Medical examinations were provided at 2 places of employment.

The unit evaluates research findings and recommends changes in regulatory controls through amendment of regulations or through guidelines, codes of practice or informational material. The unit participated in the production of a code of practice on visual display units, a guide on antineoplastic drugs and a booklet on back injury prevention.

Radiation Safety Unit

The Radiation Safety Unit enforces *The Radiation Health and Safety Act, 1985* and associated regulations to protect the public from excessive or unnecessary radiation exposure. Staff also participate in the enforcement of federal regulations under the *Atomic Energy Control Act* and the *Radiation Emitting Devices Act*. Revised regulations under *The Radiation Health and Safety Act*, covering both ionizing and non-ionizing radiation sources, were issued for public comment during the year.

Inspections

Inspections, along with consultative and educational services, are provided to users of radiation sources to promote high standards. During the year, inspections and investigations were made at 175 hospitals; at the offices of 44 dentists, 6 veterinarians and 15 chiropractors; and at the installations of 16 industrial users of radiation. The Postal X-ray Quality Assurance

Program was successfully launched throughout the province. Consultation is provided to small hospitals which do not have a staff physicist available. This enables them to apply for accreditation by the Canadian Centre for Hospital Accreditation.

Consultative and educational services are provided to users of equipment emitting non-ionizing radiations, such as radio frequency and microwave sources, lazers, ultra-violet lamps and sources of airborne or contact ultrasound.

The unit has been involved in radiation safety training of occupational health committees at Saskatchewan uranium mines and has also contributed to the development of a special training course by the Canadian Institute for Radiation Safety. Inspections of radiation safety procedures in provincial uranium mines have been carried out in conjunction with the Mine Safety Unit. Environmental Impact Statements for new mining developments have also been reviewed.

Laboratory

Calibration of radiation monitors used for measuring gamma radiation, x-rays and microwaves is now routinely carried out in the unit's laboratories. A calibration facility for radon and radon daughter monitors is now almost complete. A total of 62 instrument calibrations and 1,194 other laboratory procedures were carried out during the year.

Consultation and Special Services

The unit has responded to a wide range of concerns raised by the general public and occupational health committees. These concerns relate to all aspects of ionizing and non-ionizing radiation, including inquiries about excessive use of medical x-ray procedures, radon levels in buildings, radiation emissions from video display units (VDU's) and microwave ovens, and radioactive contamination in homes and domestic equipment.

The unit has contributed to the preparation of a draft code of practice relating to work with VDU's and has developed a computerized training program designed to answer questions raised about VDU's by occupational health committees. Over 50 information guides on various aspects of radiation control and radiation risk assessment are available. Three research papers were published and 59 lectures and seminars were presented during the year.

Information and Resource Unit

The Information and Resource Unit is responsible for educational, informational and statistical programs to promote health and safety by assisting occupational health committees, employers, workers and other interested individuals and organizations. The unit developed and presented training courses and programs to assist occupational health committees to better discharge their duties under the Act and regulations. During the year, two new courses were introduced to provide information on the control of noise hazards and the establishment of a health and safety program. A total of 687 individuals participated in 45 occupational health and safety courses, which were held in 11 centres across the province.

One issue of The Safe Workplace, featuring safety and construction, was sent to 32,000 employers. The newsletter and other information are intended to increase awareness of occupational health and safety requirements and to promote safe work practices. Several hazard alerts were distributed to increase awareness of hazards involved in serious incidents and to prevent recurrence.

Library

The library provides print, electronic and audiovisual resource materials covering a variety of topics related to the department's mandate and programs. The collection contains numerous films and video cassettes, as well as 6,000 documents. Approximately 15,700 people benefited from the 848 showings of films. The library provides free loan service to occupational health committees, professionals from industry and government, and the general public.

Farm Safety Program

The farm safety program provides information and assistance to the farming community to increase awareness of health and safety in agriculture. During the year, 14 individuals died as a result of farm related injuries, as compared to 26 in 1986.

Awareness and education are promoted through various activities and publications. Presentations on farm safety were made to approximately 1,000 students in rural schools. Many ratepayer and community meetings were attended, on request, to focus attention on health and safety in farming. A safety display was exhibited at seven agricultural trade shows across the province. Audiovisual and printed material was provided on request.

Pension Benefits Branch

The Pension Benefits Branch administers *The Pension Benefits Act,* provides information and advice on retirement income, and serves as the focus for developing retirement income policy and program alternatives.

Functions

The Pension Benefits Branch has the following specific functions:

- administer *The Pension Benefits Act* and regulations
- advise the government with regard to retirement income matters
- develop pension policy and program alternatives
- prepare pension legislation and regulations
- participate in intergovernmental discussions and negotiations on pension matters
- consult with interest groups on pension issues
- prepare and distribute information and educational materials

Legislation

The Pension Benefits Branch is responsible for ensuring that employees' financial interests in private pension plans are protected. This goal is accomplished through the enforcement of *The Pension Benefits Act.*

The Pension Benefits Act applies to all private plans covering employees in Saskatchewan. The Superintendent of Pensions is responsible for ensuring that these plans comply with the following legislative requirements:

Registration — All private employer/employee pension plans must be registered with the Superintendent.

Information Returns — Each plan sponsor must file an Annual Information Return stating contributions made to the plan, number of employees retired and number of memberships terminated. Every three years, an actuarial valuation must be filed for each defined benefit plan.

Solvency — Sufficient monies must be held in a fund to pay for the benefits promised at any point in time.

Funding — Contributions to a pension plan must be made in a regular, uniform fashion. If there are special payments owing to fund deficits, they must also be remitted over a specified amortization period.

Investments — The Regulations under *The Pension Benefits Act* regulate the investment of pension fund monies both qualitatively and quantitatively.

Minimum Vesting Standard — Members of pension plans must become entitled to their benefits, with a minimum of one year service, when their years of service plus age equal 45 or more.

Disclosure — Each member of a pension plan is entitled to a written explanation of the terms and conditions of the plan, along with his rights and obligations.

Plan Termination — The Superintendent must approve the disposition of all pension plan assets when a pension plan is wound-up.

Reciprocity — The Superintendent enforces the terms of agreements with other jurisdictions to provide for the reciprocal registration, audit and inspection of pension plans.

Pension Plan Statistics

During the 1987-88 fiscal year, 36 new pension plans were registered, 130 amendments were approved, 531 annual information returns were received and 42 plans were wound-up.

The Pension Benefits Branch maintains an arrangement with Statistics Canada for the compilation of pension plan statistics. The most recent statistics show there were 158,288 Saskatchewan employees participating in pension plans registered and monitored by other jurisdictions under reciprocal agreements. The data also include members of public employee pension plans which are not subject to *The Pension Benefits Act.*

Table 5

Selected Features of Pension Plan Membership by Sector, Contributory Status and Sex, March 31, 1988

Sector	Total	Male	Female
Both sectors	158,288	95,969	62,319
Contributory	132,235	75,707	56,528
Non-contributory	26,053	20,262	5,791
Public sector	94,693	51,217	43,476
Contributory	94,388	50,912	43,476
Non-contributory	305	305	—
Private sector	63,595	44,752	18,843
Contributory	37,847	24,795	13,052
Non contributory	25,748	19,957	5,791

Source: Saskatchewan Human Resources, Labour and Employment, Pension Benefits Branch Files.

Table 6

Five Year Statistical Review of Registration, Reporting and Plan Wind-Ups March 31, 1988

Fiscal Year	New Plans Registered	Plan Amendments Registered	Annual Information Returns Reviewed	Plan Wind-Ups Approved
1983 / 84	72	284	572	21
1984 / 85	66	227	485	40
1985 / 86	70	291	478	31
1986 / 87	28	176	572	30
1987 / 88	36	130	531	42

Source: Saskatchewan Human Resources, Labour and Employment, Pension Benefits Branch Files.

Employment Opportunities Branch

The Employment Opportunities Branch was established to promote and enhance employment opportunities for Saskatchewan people. The branch is responsible for the development and coordination of provincial employment initiatives, and is involved in inter-departmental and inter-governmental forums dealing with labour market matters.

The activities of the Employment Opportunities Branch are divided into three areas: Major Projects Unit, Policy and Research Unit and Youth Unit.

Major Projects Unit

The Major Projects Unit is involved in promoting the hiring of Saskatchewan residents on major construction projects, as well as coordinating training and employment benefits for identified target groups on these projects.

In 1987-88, the unit worked with the Department of Education and representatives of the Saskatchewan Power Corporation to develop plans for training and hiring individuals to work on the Shand, Rafferty and Alameda projects.

Policy and Research Unit

The Policy and Research Unit assists in the evaluation and development of employment and labour market information, and designs and conducts labour market research projects.

Projects undertaken in 1987-88 included: a survey of construction firm hiring, a review of youth unemployment and participation in evaluations of various employment programs.

Youth Unit

The Youth Unit addresses problems facing young people in accessing employment by providing programs and services which enhance their employability and career development. The unit delivers the summer employment program, "Opportunities", and works with other government departments and agencies in an advisory and coordination capacity to develop youth employment initiatives.

In 1987-88, 3,384 summer jobs were created under the Opportunities '87 program. Of this number, 2,331 were in Saskatchewan businesses, 917 were on Saskatchewan farms and 136 were in regional parks. A total of $2.9M was expended under the Opportunities '87 program.

Table 7

Opportunities '87

Educational Level of Student Participants:	
Grade 12	41.8%
Vocational/Technical	13.0%
University	45.2%

Type of Employment by Sector	
Agriculture	26.7%
Retail/Wholesale	21.8%
Service	15.8%
Hospitality/Tourism	8.3%
Clerical	8.1%
Construction	6.6%
Recreation	4.1%
Transportation/Warehousing	3.4%
Manufacturing	1.6%
Other	3.6%

Employment Equity Branch

In May, 1987, the Department of Human Resources, Labour and Employment took on the responsibility for coordination of employment equity activities within the public service.

The mandate of the Employment Equity Branch is to ensure that the targeted groups of women, Natives and persons with physical disabilities achieve employment equity within the public service by:

- Coordinating planning and policy development for provincial employment equity initiatives.
- Consulting with unions as well as other organizations and interest groups to facilitate employment equity initiatives.
- Assisting government departments and agencies in developing and implementing employment equity programs.
- Providing advisory and information services to departments in support of employment equity.
- Developing and implementing data collection, evaluation and reporting mechanisms.

In June, 1987, the Saskatchewan Human Rights Commission approved the government's interim Employment Equity Plan. The plan applies to out-of-scope, entry-level and non-permanent positions within the government, and is intended to increase the representation of women in management and other non-traditional occupations, and Natives and persons with physical disabilities in all levels of the public service. The Saskatchewan Human Rights Commission reaffirmed its approval of the plan following a public hearing in November, 1987.

In the spring of 1988, the government and the Saskatchewan Government Employees' Union formed a joint committee to develop a comprehensive employment equity plan which would apply to in-scope positions and employees. The committee was directed to develop a plan by June 30, 1988.

In 1988-89, there will be a physical accessibility review of government buildings. During 1987-88, the planning and development of this survey was started by a committee which has representation from several government departments and the Saskatchewan Property Management Corporation.

In addition to either direct coordination or involvement in the above committees and initiatives, the Employment Equity Branch also developed an employment equity workshop for managers, compiled and distributed a Career Counselling Directory for use within government, carried out a number of research projects and compiled the Employment Equity Annual Report for 1987-88.

The Employment Equity Annual Report for 1987-88 indicated that:

- 23.1 per cent of all management positions in government are occupied by women; this represents a significant increase during the year, from 17.5 per cent in March, 1987.
- 4.5 per cent of all government positions are occupied by Natives.
- 0.9 per cent of all government positions are occupied by people with physical disabilities.

There was no significant change during the year in overall representation of Natives and people with physical disabilities. However, each group experienced increases in representation in the management levels since 1986, with Natives increasing from 0.4 per cent to 1.5 per cent, and persons with physical disabilities increasing from 0.3 per cent to 1.2 per cent.

Special initiatives during 1987-88 involved the following areas:

Advertising and promotion
Recruitment and selection
Training and development
Education and awareness
Technical devices and services
Physical accessibility

Seniors' Bureau

The Seniors' Bureau serves as a focal point in government for senior citizens' policies and programs. Numerous activities were undertaken by the Seniors' Bureau during this 1987-88 fiscal year.

Senior Citizens' Heritage Program

The Senior Citizens' Heritage Program was transferred from the Department of Urban Affairs on April 1, 1987.

The Program provides a degree of cost of living protection to low and middle income senior citizens, with unconditional benefits related to income level. The maximum benefits available were $700 for a senior couple and $500 for a single senior, with combined total incomes of $25,000 or less. A single senior and a senior couple with combined total incomes between $25,001 and $30,000 received a maximum benefit of $250 and $350 respectively. During 1987-88, 71,892 grants were authorized with an average benefit level of $524, representing a total expenditure of $37,706,561.

Saskatchewan Income Plan

The Saskatchewan Income Plan was transferred from the Department of Social Services on January 1, 1988.

The Plan provides monthly benefits to Saskatchewan senior citizens who have little or no income other than the Old Age Security and Guaranteed Income Supplement paid by the federal government.

The maximum monthly benefits available were $105 for a senior couple and $65 for a single senior. A monthly average of 25,459 cheques were authorized under the Saskatchewan Income Plan for a total expenditure of $3,175,482 for the period January 1, 1988 to March 31, 1988.

Grants for Senior Citizens' Services

The Seniors' Bureau also provided grants to support seniors' activities. The following is a breakdown of the grants provided:

- Operating grants totalling $829,246 were provided to 366 senior activity centres.
- Construction grants totalling $54,790 were provided to 15 senior activity centres.
- Transportation grants totalling $84,200 were provided to 17 projects.
- Three provincial seniors' organizations received a total of $63,127 in grants.

Seniors' Forum '87

The Minister of Human Resources, Labour and Employment, the Honourable Grant Schmidt, invited 57 seniors from across the province to participate in the Seniors' Forum '87. The purpose of the Forum was to seek the views of seniors on opportunities in five areas: health care, housing, transportation, recreation and leisure, and the senior consumer.

On the suggestion of one of the participants at Seniors' Forum '87, the Minister agreed to hold a series of mini-forums throughout Saskatchewan.

Speakers' Bureau

During 1987-88, the Seniors' Bureau responded to 26 requests for a speaker on a variety of topics related to aging.

Saskatchewan Senior Fitness Association (SSFA)

The Seniors' Bureau worked with the Saskatchewan Senior Fitness Association in organizing the Provincial Senior Games, to be held in Melville July 11, 12 and 13, 1988. Organizational meetings were held in all eight recreation zones to encourage the process of district and/or zone games. Winners from the zone games will go on to Melville.

Standing Interdepartmental Coordinating Committee on Aging (SICCOA)

The Standing Interdepartmental Coordinating Committee on Aging coordinates and provides an overview of policy and program developments across government. During the 1987-88 fiscal year the committee met regularly to ensure that all government departments and agencies were kept abreast of the various programs and policies. It was also instrumental in planning and presenting the Seniors' Forum '87.

Senior Citizens' Provincial Council

The Council, a group of private citizens appointed by the provincial government, provides the government with input and recommendations on issues related to seniors in Saskatchewan.

Administrative and other support services were provided to the Senior Citizens' Provicial Council.

Women's Directorate

The Women's Directorate works to integrate women's concerns into the mainstream of government planning and policy development. Government programs and services are available to Saskatchewan people through various departments. The Directorate's activities within government ensure that women's particular needs and perspectives are considered in the development and delivery of these services. It provides policy development, research support, public awareness and co-ordination of government policies, programs and activities relating to the status of women.

Co-ordination, Consultation and Interdepartmental Liaison

In 1987-88, staff participated on several interdepartmental committees in areas such as family violence and employment equity.

The Women's Directorate was involved in a number of joint projects with other departments and organizations during 1987-88, including enhancing opportunities for women in agriculture, women in business and women in the public service.

Women in Agriculture

In 1987, the Women's Directorate was involved in planning and facilitating the Third National Farm Women's Conference held in Saskatoon. Approximately 300 participants from all 10 provinces attended the conference. Delegates confirmed the need for a national farm women's network and discussed critical issues facing their farms and families.

Women and Business

Since 1985, the Women's Directorate has been involved in co-sponsoring annual major conferences for women currently in business and those aspiring to go into business. Approximately 1,000 women have participated in these province-wide events.

In May, 1987, the Women's Directorate, in co-operation with the Department of Tourism, Small Business and Co-operatives, conducted a series of five one-day conferences titled "Marketing Yourself and Your Business". Held in La Ronge, Prince Albert, Yorkton, Estevan and Swift Current, the conferences attracted more than 350 participants. Based on the positive response, two-day conferences will be held in both Saskatoon and Regina in June, 1988.

Women in the Public Service

In February, 1988, the Women's Directorate co-sponsored, with the Public Service Commission, a two-day Conference "Focus on Your Future". The conference was for women presently in management and those aspiring to management positions. One hundred and seventy participants attended from government departments throughout Saskatchewan.

As part of the government's ongoing commitment to employment equity initiatives, the Women's Directorate continued to organize the noon hour luncheon series, featuring guest speakers on a wide variety of issues of interest to women in management.

Public Awareness and Information

The *Women's Directorate Newsletter*, a quarterly publication, was distributed to Saskatchewan women's groups and individuals to provide information to raise awareness and understanding of women's issues and concerns.

Focus on Your Future, the first in a series of career education publications, was developed and will be distributed in May, 1988, to approximately 45,000 Saskatchewan high school students.

Research and Development

The Women's Directorate conducts ongoing research and statistical analysis to provide comparative and current information on the status of women. In addition to these activities, staff conducted research to support government-wide policy development and decision-making.

Intergovernmental Liaison

The Women's Directorate is in frequent contact with status-of-women officials from the federal/provincial/territorial governments. Saskatchewan was represented at meetings of senior status-of-women officials. Directorate staff provided advice and support materials for meetings of Ministers Responsible for the Status of Women.

Saskatchewan Women's Advisory Council

The Advisory Council, a group of private citizens appointed by the provincial government, provides the government with input and recommendations on issues related to the status of women in Saskatchewan.

Indian and Native Affairs Division

The Indian and Native Affairs Division of the department serves as a contact point for aboriginal issues within the provincial government. It deals with issues concerning economic development, land and resources, aboriginal constitutional matters and the development of employment and training related programs.

On January 15, 1988, it became a Secretariat and now reports to a different minister.

Native Career Development Program

The Native Career Development Program (NCDP) works with employers to identify jobs for which Native workers can be specifically trained. The employer makes a firm commitment to hire the trainees when the training is complete. Program staff work out the details of the training with each employer. The focus is "competency based training".

Matching available people to available jobs is done through an orientation and selection process, which involves the employer, the prospective employee and relevant resource people made available through the program. The employer makes the final selection.

Training packages are the key to the NCDP. To ensure a direct connection between job requirements and trainee potential, the division ensures that the training package is practical, detailed and straight forward. The employer and trainee need to understand the training plan before it is started. The training package is designed to provide individualized tutoring as required.

The training package provides participants with job skills required for the chosen positions. The employer, assisted by program staff, determines what each job requires as "entry level" skills and knowledge. Again, the training package is prepared jointly and could include formal training, on-the-job training and/or individualized tutoring. A monitoring process, designed to determine the progress of each trainee, is included. When the trainee has acquired all the knowledge and skills identified in the training plan, he or she becomes a full-time permanent employee of the company.

The program's flexible approach to the variety of employer training requirements is one of the factors which sets the NCDP apart from other available training options. In addition, program staff assist employers in recruiting prospective trainees and in providing counselling or other special assistance to trainees as necessary to ensure successful completion of the "training-to-employment" plan.

Other components of the program which relate to assisting Native clients in finding employment or increasing employment-related skills have been reorganized and expanded into "Employment Enhancement Training". This training takes the form of seminars, which assist clients in securing employment or training related to economic development and entrepreneurial initiatives.

Special Agricultural and Rural Development Agreement

The Honourable Grant Schmidt and the federal minister responsible for the Department of Regional Industrial Expansion signed a two-year extension to the Special Agricultural and Rural Development Agreement (Special ARDA) - to expire March 31, 1989.

Special ARDA provides financial assistance to people of Indian ancestry for the purposes of establishing small business enterprises, expanding agricultural and other primary resource operations and training leading to employment.

Purpose of Special ARDA

The agreement recognizes that the income levels and standard of living of many people in rural areas of the province, particularly those of Indian ancestry, are unreasonably low, that the opportunities for their improvement need to be increased and that complex and varied problems of social and economic development exist in such rural areas.

While the agreement will not address all of these problems and circumstances, it will enable rural residents, particularly those of Indian ancestry, to identify and develop selected economic and employment opportunities.

Projects are assessed on the extent to which they will provide people of Indian ancestry with entrepreneurial involvement, managerial or career development opportunities, training opportunities, general employment and income.

Administration of the Program

Indian and Native Affairs has overall responsibility on behalf of the province for delivery of the Special ARDA program to Metis and Non-status Indians. The federal Departments of Indian and

Northern Affairs, Employment and Immigration, and Regional Industrial Expansion are responsible for the delivery of Special ARDA to Status Indians.

Eligibility

The program is available to people of Indian ancestry, with a primary focus on business and employment related development. Applicants require at least 10 per cent equity for undertaking a business enterprise and training projects must be linked to employment.

Provincial Indian Economic Development Program

Fiscal year 1987-88 represents the fifth year of operation of the provincial Indian Economic Development Program. This program was established to assist Indian people at the community level to become economically self-sufficient. Through this program, grants are provided as "seed money" to initiate viable Indian businesses.

The four major objectives of the program are as follows:

Create permanent and meaningful jobs for Indian people which will enable them to participate and contribute to local economies and the provincial economy as a whole.

Enable Indian people to become more economically self-sufficient through the establishment of viable businesses controlled and staffed by Indian people.

Focus on job creation in only the most viable sectors, such as small business, resource development and tourism.

Press for a balanced and coordinated approach to Indian economic development with other provincial and federal programs.

Administration of the Program

Indian and Native Affairs has overall administrative and fiscal responsibility for the provincial Indian Economic Development Program. Applications are assessed in terms of viability, funding sources and other criteria. Applications which meet the criteria are forwarded to the Indian Advisory Board for review and funding consideration. Ministerial and/or Order-in-Council approval is required under legislation before grants can be released.

Eligibility

Only Status Indian people are eligible for grants under this program. Accordingly, grants can be made to Status Indian individuals, Indian bands, districts and Indian economic development institutions. While the program is aimed primarily at business development at the reserve level, Status Indian projects in urban centres are also funded.

Role of Federal Government

Although the program provides direct financial support to Indian people in the area of economic development, provincial involvement does not diminish the role of the federal government which has legislative authority for Status Indian people. Rather, the provincial program serves to complement federal economic development and job creation initiatives in concert with overall economic development priorities and opportunities in Saskatchewan.

Types of Projects

During the 1987-88 fiscal year, 57 grants were disbursed under the provincial Indian Economic Development Program at a total expenditure level of $987,381. Thirty-one grants, or 55 per cent, were in the small business sector. This included grants for convenience stores, gas bars, arts and crafts, restaurants, billiard halls and beauty salons.

A grant was provided to the Muskeg Lake Band for equipment which enabled them to begin a road maintenance business. Grant funds assisted the Beardy's and Okemasis Band for the purchase of a service station restaurant in Duck Lake. Similarly, a grant was made to the Onion Lake Band to assist in the development of a truck stop on their reserve.

The program funded three studies, which accounted for 12 per cent of total expenditures. These studies encompassed feasibility and market analysis, as well as development costs related to the establishment of actual businesses.

Overview

Provincial funding has also served as a catalyst in obtaining $2.1 million from the federal government, financial institutions and other sources. The 57 projects funded during the fiscal year will create 215 jobs. In addition to job creation, these projects provide a base to train and employ Indian people in the private sector.

Indian Field Services

The Indian field officers play an essential role in the delivery of the provincial Indian Economic Development Program. Field officers receive business applications and assess their viability under established program criteria. Consultation is also undertaken with financial institutions and other government agencies to secure funding commitments for business proposals. Field officers are responsible for the monitoring and follow-up of projects which have received provincial funding under the program.

In addition to economic development, field officers have an important liaison role with the Indian people at the provincial, district, band and individual levels on a wide range of issues such as health services, child care and hunting and fishing rights. Field officers also provide information on new provincial programs and services. Field officers are located in Saskatoon, Qu'Appelle and Kamsack.

Lands and Resources

Treaty Land Entitlement

Indian and Native Affairs has lead provincial responsibility for dealing with Indian treaty land entitlement. Under the terms of the treaties, Saskatchewan bands were entitled to receive specific quantities of land based on their populations. In some cases, the full amount of land owed under the treaties was not provided to the bands. The province, under Paragraph 10 of the *Natural Resources Transfer Agreement, 1930,* has a legal obligation to provide unoccupied Crown land to meet the unfulfilled treaty land entitlement obligations. Saskatchewan, by policy, has agreed to negotiate the transfer of occupied Crown land to fulfill its paragraph 10 obligation, subject to the satisfaction of provincial and third party interests.

From April 1, 1987 to January 15, 1988, work progressed on a number of entitlement selections. The Canoe Lake Band's Kyle Lake selection received Cabinet approval-in-principle to be transferred to reserve status. Negotiations also progressed to an advanced stage on the English River Band's Cree Lake selection and the Flying Dust Band's Jarvis Lake selection.

Resource and Land Use Issues

Indian and Native Affairs co-ordinates the provincial government's involvement in other land and land use issues involving Indian and Metis people. In the 1987-88 fiscal year, discussions were held with representatives from the Federation of Saskatchewan Indians Nations concerning hunting, fishing and trapping issues. Issues resulting from a number of specific Indian land claims were also addressed by Indian and Native Affairs.

Table 8

Native Career Development Program Summary Program Performance 1987-88

A. **Program Data**	
BUDGET	$ 610,000
Number of Training Contracts	272
Number of Training Positions	461
Direct Placements	536
Total Positions	536
B. **Profile of Trainees**	
1. **Sex**	
Male	70%
Female	30%
2. **Age**	
17-24	64%
25-40	30%
40	6%
3. **Education**	
1-9	20%
10-12	36%
GED	37%
Post Secondary	7%
C. **Profile of Employers**	
Crown Corporations	5%
Municipal Governments	8%
Private Sector	87%
D. **Profile of Jobs**	
1. **Category**	
Administration	15%
Technical	3%
Trades	27%
Professional/Para	4%
Services	51%
2. **Location**	
Regina	18%
Regina Rural	6%
Saskatoon	12%
Saskatoon Rural	17%
North	47%
3. Average Salary	$13,000

E. **Historical Comparison**

	1985-86	1986-87	1987-88
Training positions and designated jobs under contract	490	739	461
Direct Placements into jobs (without contracts)	60	75	75
TOTAL jobs found for Natives	550	814	536
Number of Contracts Signed	234	342	232

Table 9

Summary of Projects Special ARDA

The two-year extension signed in August, 1987, has already approved:

33 Small Business projects
7 Primary Resource Development Projects
2 Training projects

Total 42 projects to March 31, 1988.

Through Special ARDA's support for encouraging business and training development, it is estimated 77 jobs will be created and 366 training positions assisted.

Table 10

Summary of Projects Funded by Provincial Indian Economic Development Program 1987-88

	Number of Projects	Funding	Percentage of Funding
Small Business	31	$545,585	55%
Construction/ Industrial	11	201,900	21%
Agriculture	7	72,396	7%
Studies	3	120,000	12%
Manufacturing	5	47,500	5%
Total	57	$987,381	100%

Labour Relations Board

The Trade Union Act is administered by the Labour Relations Board. The board's powers include the power to issue orders that certify and decertify unions as bargaining representatives for appropriate units of employees, require persons to refrain from unfair labour practices, reinstate employees discharged contrary to *The Trade Union Act* and require an employer to comply with provisions relating to the introduction of technological change. The board may also act as an arbitration board and determine any dispute referred to it by employers and trade unions.

At the end of March 1988, the membership of the board was as follows:

D.P. Ball, Q.C., Chairman, Regina
J.R. Hobbs, Vice-Chairman, Regina
J. Forsyth, Regina
B.J. Keple, Regina
J. Jones, Regina
G. McCormick, Regina
J. Tomlinson, Moose Jaw
C.C. Cave, Moose Jaw
E. Lochrie, Saskatoon
C. Lyons, Saskatoon
B. McDonald, Saskatoon
M. Wong, Saskatoon
E. Garry, Saskatoon
G. Caudle, Saskatoon

Labour Relations Board Meetings 1987-88

Between April 1, 1987, and March 31, 1988, the Labour Relations Board held 12 monthly meetings lasting a total of 116 days.

Applications to the Board

A total of 229 applications was received by the board during the year. Table 10 shows these applications by type of application and disposition. The five-year trend in the annual number of applications to the board under *The Trade Union Act* is shown by type and disposition in Tables 11 and 12 respectively.

During 1987-88, 61 certification orders covering 792 employees were issued by the board and 15 certification orders affecting 438 employees were rescinded.

Table 11

Applications to the Labour Relations Board under Sections 5, 11 (8), 24, 37, 43 and 45 of *The Trade Union Act*, by Type of Application and Disposition, 1987-88

Type of applications and disposition	Applications
Total applications	287*
Granted	128
Dismissed	55
Withdrawn	102
Determined	2
Certification (Section 5, clauses a, b and c)	78
Granted	61
Dismissed	4
Withdrawn	13
Unfair labour practice (Section 5, clause d)	68
Granted	24
Dismissed	24
Withdrawn	20
Reinstatement (Section 5, clause f)	42
Granted	5
Dismissed	9
Withdrawn	28
Monetary loss (Section 5, clause g)	43
Granted	5
Dismissed	9
Withdrawn	28
Determined	1
Company dominated (Section 5, clause h)	1
Granted	—
Dismissed	—
Withdrawn	1
Amendment or rescission (Section 5, clauses i, j and k)	44
Granted	31
Dismissed	7
Withdrawn	6
Exclusion on religious grounds (Section 5, clause 1)	2
Granted	—
Dismissed	1
Withdrawn	1
Employee determination (Section 5, clause m)	—
In-Scope	—
Out-of-Scope	—
Withdrawn	—
Strike Votes (Section 11[8])	3
Dismissed	—
Withdrawn	3
Reference of dispute (Section 24)	3
Determined	2
Dismissed	—
Withdrawn	1
Transfer of Obligations (Section 37)	2
Granted	2
Dismissed	—
Withdrawn	—
Technological Change (Section 43)	1
Granted	—
Dismissed	1
Withdrawn	—
Ratification votes (Section 45)	—
Granted	—
Dismissed	—
Withdrawn	—

* Although only 229 applications were received, the Board disposed of a backlog of 58 applications.

Table 12

Applications to the Labour Relations Board under Sections 5, 11 ((8), 24, 37, 43 and 45 of *The Trade Union Act*, by Type of Application, 1983-84 to 1987-88

Type of application	1983-84	1984-85	1985-86	1986-87	1987-88
Total applications	**454**	**524**	**422**	**392**	**229***
Certification (Section 5, clauses a, b and c)	187	118	102	130	78
Unfair labour practices (Section 5, clause d)	80	126	98	93	68
Reinstatement (Section 5, clause f)	56	50	61	48	42
Monetary loss (Section 5, clause g)	57	52	65	47	43
Company dominated (Section 5, clause h)	1	—	2	—	1
Amendment or rescission (Section 5, clauses i, j and k)	65	106	76	45	44
Exclusion on religious grounds (Section 5, clause l)	4	1	1	3	2
Employee determination (Section 5, clause m)	—	—	—	3	—
Strike Votes (Section 11[8])	2	62	2	1	3
Reference of dispute (Section 24)	1	3	6	6	3
Transfer of obligation (Section 37)	1	2	2	1	2
Technological change (Section 43)	1	2	2	1	1
Ratification votes (Section 45)	—	1	2	1	—

* This figure represents applications received, not the number disposed of.

Table 13

Applications to the Labour Relations Board under *The Trade Union Act*, by Disposition, 1983-1984 to 1987-1988

Year	Total applications	Granted	Dismissed	Withdrawn	Determined*
1983-84	454	227	114	113	—
1984-85	524**	215	62	188	1
1985-86	422	199	117	104**	2
1986-87	393	222	54	111	5
1987-88	287	128	55	102	2

* Under *The Trade Union Act*, the board may determine the outcome of any dispute referred to it by either party to the dispute. The decision of the board is final and binding.

** During the year 1984-85, 58 applications under Section 11 (8) of *The Trade Union Act* were received but not finalized. They were subsequently withdrawn in 1985-86.

Minimum Wage Board

The Minimum Wage Board is established under *The Labour Standards Act* and may make recommendations to the Lieutenant Governor in Council on matters such as the minimum wage, room and board charges, and the minimum age of employment.

Board members for the year under review were: Ms. Mary Rocan, chairperson, Regina; Mrs. Elsie Hannon, Saskatoon; Mr. T.D. Mills, Regina; Mr. J.S. Rootman, Regina; and Mr. Phil Walker, Saskatoon.

Minimum Wage Board Orders

The provisions of the Minimum Wage Board Orders in force during the fiscal year 1987-88 are summarized in Table 13.

Table 14

Minimum Wage Board Orders in Force During 1987-88

Order	Applicable to	Minimum Wage Board Order provisions
No. 1	All employers and employees	The minimum wage is $4.50 per hour effective August 1, 1985. Every employee, other than a school student in regular attendance during the school term, a janitor, a noon-hour supervisor, caretaker or a building cleaner, who is required to report for duty, other than for overtime, shall be paid a minimum sum of $13.50, whether or not he is required to be on duty for three hours on that occasion.
No. 2	Hotels, restaurants, educational institutions, hospitals and nursing homes	Employers must provide certain benefits to employees with respect to working shifts, transportation for female employees, uniforms, meal periods, board and lodging.
No. 3	All employers and employees	An employer must deliver to each of his employees a detailed statement of his earnings and deductions therefrom.

Appendix 1

Legislation Administered by the Department of Human Resources, Labour and Employment

The Department of Labour Act
The Employment Agencies Act
The Employment Development Agency Act
The Fire Departments Platoon Act
The Labour Management Dispute (Temporary Provisions) Act
The Labour Standards Act
The Occupational Health and Safety Act
The Pension Benefits Act
The Radiation Health and Safety Act, 1985
The Saskatchewan Income Plan Act
The Senior Citizens' Heritage Program Act
The Trade Union Act
The Women's Secretariat Act